

ANNEX I

EVACUATION, TRAFFIC CONTROL AND SECURITY

I. Purpose

To outline how evacuation, traffic control and security will be done if required due to an emergency or disaster where the public would be evacuated or relocated. The rationale for evacuation, whether for a large or small scale emergency, is that hazardous conditions or potentially hazardous conditions can best be mitigated by moving the affected population to an area of lesser risk.

II. Responsibility

Prior to recommending evacuation due to an actual/potential hazardous materials related threat, city officials will evaluate the benefit of sheltering in place. If sheltering is determined to be the most appropriate protective action, information and instructions will be provided to the affected citizens. This may include, but not limited to: closing doors (internal and external), windows, fireplace dampers, vents, fans and other openings to the outside. Citizens should also turn off furnaces, air conditioners, cover and stay away from windows.

If an evacuation is deemed necessary, the Mayor of the City of Ankeny will order the evacuation with consultation from the City Manager, Chief of Police and the Fire Chief. If possible, this decision will be based on a hazard analysis and vulnerability assessment of the various hazards, and a determination of appropriate evacuation routes and traffic control. In situations where rapid evacuation is critical to the continued health and safety of the population, the on-scene command authority can and may order an evacuation

- A. In the City of Ankeny, the Chief of Police is responsible for plans that relate to evacuation, traffic control and security.
- B. Law enforcement personnel will be responsible for coordinating the evacuation and determining routes that should be used by the public. Pre-identified primary and secondary evacuation routes will be determined for the population at risk
- C. The Chief of Police is responsible for ensuring that instructions are prepared based on the emergency with specific information provided to the public when a high-risk situation develops. This would include identification of staging areas and pickup points for evacuees without cars or other means of transportation.
- D. The Police Department will have primary responsibility for ensuring that the affected city residents and facilities are notified of the need to evacuate.
- E. The Police Department will have primary responsibility for coordinating assistance for handicapped, elderly mobility-impaired and other individuals

unable to evacuate themselves.

- F. Public, private and city buses, ambulances and wheel chair capable of transporting individuals in need of transportation will be utilized.
- G. The Police Department and/or other law enforcement agencies obtained by mutual aid assistance will be responsible for establishing and staffing traffic control points that may be necessary.
- H. The Police Department and/or other law enforcement agencies will be responsible for maintaining access and security for the evacuated areas.
- I. The Public Works Administrator will be responsible for overseeing the removal of debris, obstructions or other roadway impediments so designated evacuation routes can remain open.
- J. The Ankeny City Manager, Chief of Police and Fire Chief will coordinate with the appropriate agencies involved to determine when evacuees can safely return to their residences. The final decision will be made by the City Manager, based on discussions with the Police and Fire Chiefs.

III. Evacuation Considerations

- A. While some disaster events are slow-moving thereby providing ample reaction time, the worst case scenario is that there will be little or no warning of the need to evacuate.
- B. The decision to evacuate could occur any time, day or night.
- C. Because most evacuations cannot be staged or stretched out, maximum traffic congestion should be expected.
- D. Voluntary evacuation may occur after public has been advised of a potential danger.
- E. There would normally not be enough time to secure aid from the State and other resources in the event of an evacuation.
- F. Some people will refuse to evacuate.
- G. Designated evacuation routes should utilize only the best available roads. Primary and alternate routes should be identified based on the safety and conditions of the

roads.

- H. Evacuees will possibly have little time to prepare and would therefore require maximum support in shelters for food and bedding.
- I. Some people will need to be evacuated. Central locations, such as schools and churches, should be used as staging areas to evacuate large numbers of people.

IV. Public Notification

Persons to be evacuated will be given as much warning time as possible. The best source of information for evacuation remains with the media market, including television and radio. The City of Ankeny will utilize every available means of notification in order to provide the public with as much advance notice of evacuation as possible.

V. AUTHENTICATION

Date

Chief of Police

APPENDICES

“Sheltering in Place”

Evacuation Proclamation

List of Designated Evacuation Routes

Public Evacuation Checklist

SHELTERING IN PLACE

“SHELTER IN PLACE”

There are situations when the best protection of life and property is to “shelter in place”. If conditions are present that do not allow adequate time for evacuation, or where the risk from the incident will be minimal in duration, officials will consider the option of “sheltering in place”.

Emergency actions would include:

- Shutting off all air handling units, including outside air intake fans
- Shutting of air conditioners
- Taping the doors and windows
- Any other action that reduces circulation within a facility

**CITY OF ANKENY
EVACUATION PROCLAMATION**

WHEREAS, a disaster proclamation has been issued, and

WHEREAS, the disaster has resulted in a State of Emergency for the City of Ankeny, and

WHEREAS, it is possible to believe that a threat to the lives and health of our citizens exists,

NOW, THEREFORE, BE IT RESOLVED, that we do declare that the area bordered by

_____ on the North,

_____ on the South,

_____ on the West

and _____ on the East,

be immediately evacuated.

This proclamation is in effect until further notice.

Attest to: _____ Date: _____

_____ Date: _____

DESIGNATED PRIMARY and SECONDARY EVACUATION ROUTES

EVACUATION CHECKLIST FOR THE PUBLIC

Items that should be remembered for an evacuation of your home or business should include:

- Identification such as a drivers license
- Cash, checkbook, credit cards & important papers
- Medications & prescriptions
- Vehicle, house and business keys
- Dentures & eyeglasses
- Important phone numbers
- Change of clothes and personal items for each person
- Clothing specific for the weather
- Secure your home: Doors, utilities, pets.
- Take a portable radio, flashlight, food and drinking water
- Leave a destination and phone number with a friend, neighbor or evacuation authority if no one else is available.